

SOPASUBAREAEAST INSTRUCTION 5530.3C

Subj: SOPA SUBAREA EAST SAN DIEGO REGULATIONS

Ref: (a) SOPASDIEGOINST 5000.1F
(b) SOPASUBAREAEASTINST 5530.1F
(c) NAVSTASDIEGOINST 5450.8M

Encl: (1) SUBAREA East Policies
(2) Pier Inspection Procedures
(3) Duties and Responsibilities of Pier Environmental
Petty Officer
(4) Sample Message Formats

1. Purpose. To promulgate policies and guidance to all ships and commands within Subarea East, San Diego, California, concerning matters of common interest to all.

2. Cancellation. SOPA SUBAREAEASTINST 5530.3B

3. Background. The authority and responsibilities of the Senior Officer Present Afloat (SOPA) Subarea East are derived from reference (a). Nothing in this instruction shall be construed as relieving SOPA Subarea East of his responsibilities as set forth therein. Additionally, nothing contained in this instruction shall be interpreted as curtailing the initiative or limiting the normal authority of any Commanding Officer.

4. Discussion. Enclosure (1) through (4) contain guidance concerning matters which affect the operating forces of the Navy in Subarea East, collectively. This guidance is to ensure such uniformity and coordination of effort as necessary in various waterfront operations and in support of pier cleanliness and orderliness standards.

5. Action

a. SOPA Subarea East Admin shall coordinate initial distribution to all ships homeported at Naval Station, San Diego.

b. The Fleet Support Office (FSO) San Diego will provide

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copies of this instruction to all visiting units upon their arrival at Naval Station, San Diego.

c. Commanding Officer will support these policies and make recommended changes where necessary to SOPA Subarea East Admin.

T. P. LABRECQUE
Chief of Staff

Distribution:

COMCARGU ONE
COMCARGU SEVEN
COMCRUDESGRU ONE
COMCRUDESGRU THREE
COMCRUDESGRU FIVE
COMDESRON ONE
COMDESRON SEVEN
COMDESRON TWO ONE
COMDESRON TWO THREE
COMPHIBRON ONE
COMPHIBRON THREE
COMPHIBRON FIVE
COMPHIBRON SEVEN
COMCDCARDACT
COMEODGRU ONE
COMNAVSPECWARCOM
COMNAVSPECWARGRU ONE
SEAL TEAM ONE
SEAL TEAM THREE
SEAL TEAM FIVE
EODMU THREE
EODMU SEVEN
SDV TEAM ONE
CDU San Diego
NAVSTA San Diego
PWC San Diego
SUPSHIPS San Diego
RSO San Diego
All Ships Homeported San Diego

SUBAREA EAST POLICIES

1. HAZARDS OF ELECTROMAGNETIC RADIATION TO ORDNANCE (HERO)
RESTRICTIONS

a. In accordance with SOPASANDIEGOINST 5000.1F, Automatic Hero Restrictions are in effect at the following times:

MONDAY - 1100 - 1700 - except official holidays
TUESDAY - 0800 - 1700 - except when Monday is an
official holiday, then
1100 - 1700
WEDNESDAY - 0800 - 1100

b. Thursdays are reserved for conducting inport communications related drills. HERO will not be granted on Thursday.

c. Ships requiring HERO restrictions, other than for times in subparagraph 1.a above will submit requests to SOPA Subarea East Admin. Initial request by phone 96 HOURS in advance of requested handling times, with follow-up hard copy message. No information will be transmitted which is above the classification of CONFIDENTIAL. The 96 hour rule does not include weekends or holidays. SOPA Subarea East Admin will then send out a message to all ships in the area of HERO restriction.

2. ORDNANCE HANDLING

a. Ordnance handling evolutions shall be in accordance with SOPASANDIEGOINST 5000.1F, COMNAVBASEINST 8023.4H, NAVSTASANDIEGOINST 8023.1S, and NASNORISINST 8020.2E.

b. Naval Station San Diego is the approving authority for all ammunition transfers in the Subarea East Region. Ammunition transfers are approved contingent upon notification of all concerned commands at least 96 hours in advance.

c. For all ammunition transfers, ships will first obtain approval from the Naval Station Safety office (556-1266). After approval is granted, initial notification should be made by phone to SOPA Subarea East Admin (556-1440) followed by hard copy message in the format of enclosure (4). Due to the large number of evolutions scheduled, the 96 hour lead time requirement will be strictly adhered to.

d. The above procedures and points of contact also apply to REXTORP operations.

3. SONAR OPERATIONS

a. SONAR operations for units berthed within SOPA Subarea East (SSAE) will be in accordance with SOPASANDIEGOINST 5000.1F and conducted during the hours 1800-0600 Monday, Wednesday, and Friday. Requests for Sonar operations in time frames other than 1800-0600 must be received by SOPA Subarea East Admin at least 72 hours prior to subject operations in order to coordinate Sonar and Diver/Swimmer activities within Subarea East. Resolution of conflicts between units desiring to conduct diving operations and transmit Sonar will be the responsibility of command conducting sonar operations, with the assistance of SOPA Subarea East Admin.

b. Request for all Sonar operations regardless of date and time will be initially made by phone to SOPA Subarea East Admin (556-1440) and then followed-up by message in the format of enclosure (4). Due to the large number of evolutions scheduled, the 72 hour lead time will be strictly adhered to.

4. DIVER/SWIMMER OPERATIONS. Diver/swimmer operations shall be in accordance with reference (a) and conducted Monday - Friday 0700-1700. Any night dive operations must be coordinated through SSAE Admin. All units within Subarea East desiring to schedule Diver/Swimmer operations shall notify SOPA Subarea East Admin by phone (556-1440) at least 96 hours in advance of desired operations, to ensure that there are no conflicts with previously scheduled Sonar operations. The 96 hour rule does not include weekends or holidays. Scheduling units will then follow-up with a message in the format of enclosure (4). Due to the large number of evolutions scheduled, the 96 hour lead time requirement will be strictly adhered to. In addition, commands having scheduled dive evolutions will contact Naval Station, San Diego, Port Operations at least two hours prior to commencing dive operations to ensure all personnel concerned are aware of scheduled dive times and locations.

5. MORNING and EVENING COLORS

a. SOPA Subarea East, acting in his capacity as COMPHIBGRU THREE, will coordinate morning and evening colors via the Command Early Warning Net (CEWN). Voice message will be as follows:

(1) "ALL SHIPS PRESENT SUB-AREA EAST, THIS IS SOPA SUB-AREA EAST ADMIN, STANDBY TO EXECUTE COLORS IN ONE MINUTE."

(2) STANDBY TO EXECUTE COLORS IN 10 SECONDS.

(3) "EXECUTE"

(4) "CARRY ON"

b. Ships not having the capability to monitor CEWN transmissions and not within sight of the CEWN guardship will follow the movements of the closest Pier SOPA able to monitor CEWN.

c. The COMPHIBGRU THREE Admin Support ship is responsible for the conduct of colors, and shall coordinate the timing with the Naval Station Officer of the Day prior to each execution and observation by calling 556-1246.

d. Ships designated as the SOPA Subarea East Admin support ships shall install a dedicated telephone on the quarterdeck to provide a link between SOPA Subarea East Communication Center and the assigned support ship. This telephone shall be manned twenty-four hours and shall not be used for personnel or routine matters. This dedicated link will be used by SOPA Subarea East duty personnel to pass electrical load shed schedule times, general emergency conditions, and other pertinent information to the support ship to pass to the Naval Station San Diego waterfront.

6. RESERVED PARKING

a. Reserved parking for change of command ceremonies or any other special event will be coordinated through the Naval Station Parking Coordinator's office at 556-1061. Commands shall then follow-up with a message two weeks in advance of date desired in the format of enclosure (4).

7. PIER SOPA GUIDANCE

a. The Senior Officer Present Afloat at each pier is automatically designated as Pier SOPA and will be responsible for pier and quaywall cleanliness in accordance with Annex A to reference (c), parking in assigned command parking area, security, and the proper observance of all visual evolutions (sunrise, sunset, and colors). Additionally, Pier SOPA is responsible for the professional appearance and performance of the pier watches in accordance with reference (b). When turnover of Pier SOPA is conducted, the relieving Pier SOPA will report assumption to SOPA Subarea East Admin by phone (556-1440) then followed by **HARD COPY MESSAGE**, within 24 hours of Pier SOPA assumption, in the format contained in enclosure (4). Pier security and cleanliness details are promulgated in reference (b). To facilitate the rapid identification of Pier SOPA, the following flag hoist is to be displayed by each pier SOPA's command/flagship:

DESIG "___" STBD (Use the appropriate numeral flag(s) to represent the number of the pier concerned).

b. The following guidance is provided to assist Pier SOPAs in carrying out their duties and responsibilities:

(1) Government vehicles should be turned into PWC whenever a ship departs for periods in excess of 24 hours. All vehicles granted temporary access to a pier will remain clear of firelanes, fire alarm pull boxes, "soft patches" (marked by diagonal yellow lines) and be positioned parallel to the axis of the pier facing in the direction of shore. Reference (b) contains specific guidance concerning vehicle access and parking on piers.

(2) Pallets are to be stacked neatly at the foot of the pier, clear of all firelanes, and at a maximum of nine pallets high, with the winged-edges pointed out to the sides so the straddle truck can pick them up. Place any broken pallet in the top of the stack, do not throw pallets in the wood dumpster.

(3) All stores and material temporarily staged on the pier awaiting onload will be neatly stacked in a designated area and must be clear of all firelanes. All items temporarily

staged can only be on the pier for up to **TWO** hours, this includes stores, equipment, and personal gear. Any item offloaded for DRMO, scrap metal, or supply should be **clearly marked** with its destination and will be removed from the pier within **TWO** hours of being placed on the pier.

(4) In addition to daily sweepdowns of the pier and quaywall areas, Pier SOPAs will ensure that a concerted field day is conducted at least once a week. Pier SOPAs will also ensure that area covered during "pier sweepers" is in accordance with Annex A of reference (c).

(5) Pier SOPA is responsible for ensuring that each ship at the pier is correctly using the recyclable containers. Additionally, Pier SOPA will ensure that the assigned Environmental Petty Officer is qualified for the position. Dumpsters shall be kept locked and have the name of the ship utilizing it placed **boldly** on the door. Any dumpster not being utilized will be locked and marked "Not Assigned". Pier SOPA is responsible for the assigning of dumpsters to ships at the pier and for ensuring all dumpsters are kept secured and properly marked. Dumpsters shall remain clear of firelanes, mooring lines, ship service attachments, and fire alarm pull boxes. Cardboard and pasteboard boxes (non-food contaminated) are to be broken down and placed in the Blue dumpster marked "Cardboard". "Wet Garbage" will be placed in the Silver dumpster only. The Red recycling container is for clean plastics (non-food contaminated), the Yellow recycling container is for clean white paper (non-food contaminated), the Blue recycling container is for mixed paper only (non-food contaminated), the Gray recycling container is for clean aluminum cans only, and the White recycling container is for glass only (non-food contaminated). **No hazardous waste material or medical waste will be placed in trash dumpsters or recyclable igloos.** (Medical waste found in any receptacle will be brought to the attention of Pier SOPA. Immediate action is expected in this case). Trash will not be placed outside of or on top of dumpsters. Whenever any dumpster or recyclable container is full, retain all trash onboard until an empty container is available. Overflowing dumpsters should be brought immediately to the attention of the NAVSTA Pier Supervisor Office (556-8506) so that corrective action can be initiated. After 1600 and on weekend/holidays contact PWC Transportation at 556-7610.

(6) SOPA Subarea East Admin will conduct frequent inspections of all NAVSTA piers on a random basis to monitor cleanliness and security. Pier SOPAs will be notified of all discrepancies or unsafe conditions. Pier SOPAs are responsible for correcting the discrepancies the same day prior to 1300, report the status of the discrepancies to NAVSTA Pier Supervisor (556-8506), who will then notify SOPA Subarea East Admin.

8. CLOSURE OF PIERS

a. If the operations of a command necessitate the closure of any pier at Naval Station, San Diego, the command must submit a request by message to SOPA Subarea East Admin two weeks in advance of the desired date. At no time will a Pier SOPA close the pier without approval from SOPA Subarea East Admin except in case of an emergency. If an emergency does occur, an immediate phone call to SOPA Subarea East Admin (556-1440) will be made with a follow-up report by message giving details of incident.

b. The following procedures will be implemented in Subarea East on piers at which ship(s) are either arriving from, or departing for a deployment.

(1) Piers, which have ships returning from deployment will be secured to vehicle traffic two hours prior to, scheduled arrival time.

(2) Piers, which have ships departing for deployment, will be secured to vehicle traffic one hour **prior** to scheduled departure time.

c. Securing the pier means there will be no vehicle traffic, with the exception of vehicles responding to an emergency (Ambulance, Fire, Police etc.). Crane(s) and rigging, port services and other essential vehicles shall be allowed access and should be pre-staged **30 MINUTES** prior to the scheduled arrival or departure time. When the crane arrives for staging, the **HOST SHIP/PWC** will ensure the safe transit of the crane from the quaywall to the staging area. Ships already berthed at the pier will not schedule any drills during this time period without SOPA Subarea East permission.

d. The pier will be reopened to vehicles after the pedestrian flow has reduced sufficiently to allow the safe flow of traffic (approximately one hour after a ship returns from deployment and 30 minutes after a ship departs on deployment.) Pier SOPA shall make the decision if more or less time is required, remembering pedestrian safety has priority.

e. All Homecomings will be staged on quaywalls regardless of berthing assignments. This will ensure personnel safety when the crane is accessing the pier 30 minutes prior to ships arrival.

9. STANDARDS OF SMARTNESS

a. All ships are expected to maintain the highest standards of appearance at all time.

(1) Running rust is a preservation issue and must be removed.

(2) Safety nets are required under brows, not under accommodation ladders. Although they may be used, safety nets must be rigged properly (for maximum protection) and not merely hanging below the brows/ladders.

(3) Rat guards will be affixed in such a way that they are no closer than six feet from the pier at closest approach. The lines will have proper chaffing gear under the guards. The guards will be properly attached with an appropriate amount of "small stuff" frapped end to end on the flange.

(4) All line messengers will be flemished next to the bollard or cleat.

b. Personnel are expected to meet high standards.

(1) Give and return salutes smartly with the appropriate greeting.

(2) Uniforms will be appropriate for the work being done.

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(3) All pier watches will be fully PQS qualified for their position in accordance with reference (b).

(4) Pier watches will all wear clean white guard belts and command ball caps. Command windbreakers are not authorized. Sunglasses will be conservative and non-descript (i.e., no neon, exotic beach type sunglasses).

10. Pierside Flight Operations

a. In accordance with guidelines established in reference (a), pierside flight ops are authorized at Naval Station, San Diego. Ships desiring to conduct flight ops should:

(1) Contact NAVSTA berthing Services Officer (6-3147), as soon as possible, to coordinate ship's berthing assignment for flight operations.

(2) Submit intent to conduct flight operations message, enclosure (4), NLT 96 hours prior to event. This message provides initial notification to NAVSTA Admin, Safety, and Security.

(3) Contact Federal Fire Department Communications (6-8901/2) 24 hours prior to the event in order for the fire truck to preposition at the pier.

(4) Contact Base Security (6-5555) the day of event to coordinate pier security.

(5) Coordinate operations within the bay area with NAS North Island Operations Duty Officer (5-8233) or North Island Tower via UHF PRI-336-4, SEC-340.2 MHZ.

b. SOPA SUBAREA EAST will readdress the intention message to all ships present and assist in coordination.

PIER INSPECTION PROCEDURES

1. Reference (a) specifies that every Naval Station, San Diego pier will be inspected at least once a week. In order to accomplish this, the following actions are required:

a. The SOPA Subarea East Admin Coordinator and the Naval Station, San Diego, Pier Supervisor will personally inspect the piers on a random basis.

b. Inspections will be conducted using the checklist provided in this enclosure. Upon completion of each pier inspection, the following action will be taken:

(1) The Pier SOPA Command Duty Officer or Duty Section Leader will be debriefed.

(2) A copy of the checklist will be provided to Pier SOPA.

(3) Pier SOPA will correct discrepancies and notify the Naval Station, San Diego, Pier Supervisor prior to 1300 of the day of the inspection.

(4) Provide SOPA Sub Area East Admin a copy of the results of inspection.

DATE: _____

PIER INSPECTION CHECKLIST

PIER# _____ PIER SOPA USS _____ PHONE NO. _____

INSPECTORS: _____ SOPASUBAREAEAST ADMIN.
_____ NAVSTA PIER SUPERVISOR**A. SECURITY:**

1. PROPER SECURITY WATCH SET
IAW SOPASUBAREAEAST INST. 5530.3C? YES NO
2. PIER SENTRY IN CORRECT UNIFORM? YES NO
3. SENTRY POST DURESS LIGHT AND SIREN FUNCTIONAL? YES NO
4. SHIPS LOCATOR/SOPA LIST AVAILABLE? YES NO
5. PIER SENTRY PHONE FUNCTIONAL? YES NO
6. SENTRY LOGBOOK PROPERLY MAINTAINED? YES NO
7. PIER VEHICLE LOG PROPERLY MAINTAINED? YES NO
8. SOPASUBAREAEAST "WATCH TO WATCH" CHECK LIST
UTILIZED? YES NO

B. CLEANLINESS:

1. PIER SWEEPERS CONDUCTED? YES NO
2. ALL GEAR ADRIFT OFF THE PIER i.e. trash, wood crates,
compressed gas bottles, etc. ? YES NO
3. ARE HAZMAT REGULATIONS FOLLOWED? YES NO
4. WET GARBAGE IN PROPER RECEPTACLES? YES NO
5. DRY TRASH DUMPSTERS LOCKED AND LABELED (IF NOT
IN USE ARE THEY LABELED "UNASSIGNED DO NOT USE")? YES NO
6. RECYCLE BINS PROPERLY USED? YES NO
7. PALLETS STACKED AT FOOT OF PIER (9 HIGH) YES NO
8. GUARD SHACK CLEAN AND NEAT IN APPEARANCE? YES NO
9. PARKING LOTS & QUAYWALLS OUTSIDE OF PIER AREA CLEAN IAW
NAVSTA INST. 5450.8M? YES NO

C. GENERAL PIER CONDITION:

1. STORES ON PIER ATTENDED BY SUPPLY PERSONNEL? YES NO
2. FIRE LANES AND ALARM PULL BOXES CLEAR AND
UNOBSTRUCTED? YES NO
3. AUTHORIZED NUMBER OF VEHICLES ON PIER (10/PIER) YES NO
4. VEHICLES ON PIER AUTHORIZED AND ATTENDED YES NO
5. ALL BICYCLES STOWED IN BIKE RACKS? YES NO

D. COMMENTS:

PRIOR TO 1300 NOTIFY SOPASUBAREAEAST AT 556-1440 THAT ALL DISCREPANCIES HAVE BEEN CORRECTED.PRINT NAME & RANK _____
CDO/SECTION LEADER_____
SIGNATURE_____
DATE/TIME

**DUTIES AND RESPONSIBILITIES OF PIER
ENVIRONMENTAL PETTY OFFICER**

1. The following are procedures established to eliminate co-mingling of hazardous waste, medical waste, and trash along with procedures to improve pier control, supervision and cleanliness of all piers located at Naval Station, San Diego.

a. Pier Environmental Petty officers designated by each ship will be given additional training and specific direction to correct problems discovered on the pier. Pier Environmental Petty Officers will be directly responsible to the Pier SOPA to ensure the following standards are met:

(1) Hazardous Waste materials meet Public Works Center, San Diego standards for pick up.

(2) Ensure all Hazardous Waste is turned in to Public Works Center personnel during each pier's designated time.

(3) Ensure recyclable receptacles do not overflow. When receptacles reach half full, notify the NAVSTA Pier Supervisor Office or NAVSTA Recycling at (556-9721).

(4) Ensure all items being placed in recyclable containers are not food contaminated and are placed in the proper container. Remember food contaminated items are placed in the wet garbage dumpster only. **NO MEDICAL WASTE WILL BE PLACED IN ANY RECYCLABLE CONTAINER.**

(5) Monitor pier activities and prevent any attempt to place hazardous material/waste into recycle container or trash dumpsters.

(6) Pier cleanliness - Ensure that no one places any trash/contractor waste products of any description on the pier.

2. To meet the above requirements, the following procedures will be implemented at each pier located at Naval Station, San Diego:

a. Pier Environmental Petty officers are responsible for ensuring hazardous material/waste is not disposed of in trash bins, recycle bins or placed on the pier.

b. Each Environmental Petty Officer will pass a minimum level of knowledge test, which is administered by SSAE Admin.

c. All recycling containers and trash dumpsters will be centrally located in order that the Environmental Petty Officer can ensure compliance of regulations in use of each.

d. Lockable dumpsters will be assigned to each ship on the pier. Ships will be responsible for providing their own locks and will be held accountable for all material going into their assigned dumpster. The Chief Master-at-Arms and Master-at-Arms force will supervise trash dumping in accordance with the ship's Plan of the Day. The Environmental Petty Officer will ensure that all dumpsters are designated with either the name of the ship responsible for the dumpster or "NOT ASSIGNED-DO NOT USE." Any dumpster not appropriately marked will be brought to the attention of Pier SOPA for corrective action.

3. Civilian contractor trash and garbage disposal will be monitored by SUPSHIP representatives. Civilian contractors, including Master Ship Repair Agreement holders (MSR's), sub contractors, and Commercial Industrial Services (CIS) providers, are without exception solely responsible for the proper handling and disposition of all hazardous materials/waste associated with their work.

a. During all NON-CNO scheduled availabilities (i.e., restricted/technical, emergent work,) contractors will be permitted to dispose of non-hazardous waste material generated in connection with their work in the dumpster assigned to the ship in which the work is being performed. In accessing this dumpster, contractor personnel will be subject to the same restrictions as ship's force. Physical control of access to the dumpster will remain exclusively with ship's force. Prior to the start of contractor work, ship's force, SUPSHIP, and the contractor's representative will establish a prescribed daily schedule for trash disposal to accommodate all parties. Contractors will also be permitted to use the recycling containers provided on the pier.

b. During CNO scheduled availabilities, one or more dumpsters will be provided for exclusive use by contractors. The prime contractor will be responsible for managing the use of and controlling access to these containers. When separate

contractor dumpsters are provided, contractor access to the ship's dumpster will not be permitted.

4. When contractor industrial activity requires pier set down/work area, that area will be bounded by yellow, red or orange tape and identified as a contractor work site. Pier SOPA will continue to monitor that area to ensure compliance with all hazardous material/waste and safety regulations. Upon completion of industrial work and site removal, the Environmental Petty Officer will observe all contractors waste disposal procedures and notify Pier SOPA of any discrepancies.

5. When Environmental Petty Officers cannot fix a problem on the pier, they will notify the Pier SOPA. Pier SOPA will take those measures necessary to resolve the problem.

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CLASSIFICATION MARKINGS FOR ILLUSTRATION PURPOSES ONLY

AMMO MOVEMENT
MESSAGE FORMAT

FM:

TO: SOPA SUBAREA EAST ADMIN SAN DIEGO CA//N8/N81//

INFO: COMNAVSURFPAC SAN DIEGO CA//62//
COMNAVREG SW SAN DIEGO CA//N3//
NAVSTA SAN DIEGO CA//OCS//
NAS NORTH ISLAND CA//504// (IF TRANSFERRING BY SMALL BOAT
FROM BRAVO PIER.)
PSO SAN DIEGO CA//95//
SUPSHIP SAN DIEGO CA//180//
SIMA SAN DIEGO CA//3400//
(SHIPS BERTHED AT PIER)

BT

C O N F I D E N T I A L //NO8023//

MSGID/GENADMIN/COMMAND NAME//

SUBJ/AMMO MOVEMENT (U)//
REF/A/TEL/COMMAND NAME/DATE//
REF/B/DOC/NAVSTA SAN DIEGO/07NOV94//
NARR/REF A IS PHONCON BETWEEN (SHIP/SHIP REP) AND (NAVSTA
SAFETY/NAVSTA SAFETY REP). REF B IS NAVSTASDIEGOINST 8023.1T//
POC/NAME/RANK/-/-/PRIPHN: /SECPHN:
RMKS/1. (C) REQ NOTIFICATION OF SHIPS IN VICINITY OF PIER_____,
USS_____ WILL CONDUCT AMMO ONLOAD/OFFLOAD ON_____
FROM_____ TO_____. AMMUNITION MOVE COORDINATED WITH
NAVSTA SAFETY OFFICE BY REF A.
2. (C) FOLLOWING AMMO WILL BE MOVED:
NALC QTY

3. (U) IAW REF (B), TOPSIDE HOT WORK AND TRANSFER OF FUEL, OTHER AMMO, GASOLINE,
OR COMPRESSED FLAMMABLE GASES IS PROHIBITED WITHIN 500 FT OF NAVSTA PIER
DURING AMMO HANDLING TRANSFER.

4. (U) HERO NOT REQUIRED

-OR-

REQUEST HERO RESTRICTION BE ESTABLISHED IN VICINITY OF PIER
____FROM_____ TO_____//

DECL/DATE//

CLASSIFICATION MARKINGS FOR ILLUSTRATION PURPOSES ONLY

SONAR OPERATIONS
MESSAGE FORMAT

FM:

TO: SOPA SUBAREA EAST ADMIN SAN DIEGO CA//N8/N81//

INFO: NAVSTA SAN DIEGO CA//018//

CDU SAN DIEGO CA//N3//

SEAL TEAM ONE

SEAL TEAM THREE

SEAL TEAM FIVE

SDV TEAM ONE

EODMU THREE

BT

UNCLAS //N03522//

MSGID/GENADMIN/COMMAND NAME//

SUBJ/ACTIVE SONAR OPERATIONS//

REF/A/TEL/COMMAND NAME/DATE//

NARR/REF A IS PHONECON BTWN (SHIP/SHIP REP) AND (SSAE ADMIN/SSAE
ADMIN REP) REF B IS PHONECON BTWN (SHIP/SHIP REP) AND (CDU SAN
DIEGO/CDU REP).//

POC/NAME/RANK/-/-/PRIPHN: /SECPHN:

RMKS/1. AS DISCUSSED IN REF A, USS _____ WILL
CONDUCT ACTIVE SONAR OPERATIONS AT PIER _____ FROM _____ TO
_____.

2. SPECIFIC REASON FOR REQUEST:

3. REQUEST SOPA SUBAREA EAST ADMIN READDRESS TO ALL SHIPS.//

BT

**NOTE: USE THIS FORMAT FOR FATHOMETER OR UNDERWATER TELEPHONE
OPERATIONS, AS WELL AS SONAR OPERATIONS.**

SWIMMER/DIVER OPERATIONS
MESSAGE FORMAT

FM:

TO: SOPA SUBAREA EAST ADMIN SAN DIEGO CA//N8/N81//
COMNAVREG SW SAN DIEGO CA//N3P//N3P1//N3P11//N3P11B//
COMPACAREA COGARD ALAMEDA CA//OAN// **(ADD ONLY IF DIVING IN
NAVIGABLE WATERS)**

INFO: SOPA ADMIN SAN DIEGO CA//N3//

COMCDGARDACT SAN DIEGO CA//COM CEN//

COMNAVSPECWARCOM CORONADO SAN DIEGO CA//30//

COMNAVSPECWARGRU ONE//N3//

COMEODGRU ONE//N3//

EODTEU ONE SAN DIEGO CA//N61//

SEAL TEAM ONE//N3//

SEAL TEAM THREE//N3//

SEAL TEAM FIVE

SDV TEAM ONE

EODMU THREE//N3//

EODMU SEVEN//N3//

CDU SAN DIEGO CA//N3//

PWC SAN DIEGO CA//748//

BT

UNCLAS //N03500//

MSGID/GENADMIN/COMMAND NAME//

SUBJ/ (SWIMMER OR DIVING) OPERATIONS//

REF/A/TEL/COMMAND NAME/DATE//

AMPN/REF A IS PHONECON BTWN (SHIP/SHIP REP) AND (SSAE ADMIN/SSAE
ADMIN REP)//

POC/NAME/RANK/-/-/PRIPHN: /SECPHN:

RMKS/1. AS DISCUSSED REF A, USS _____ WILL CONDUCT
(SWIMMER/DIVING) OPERATIONS VICINITY PIER _____ ON _____ FROM
_____ TO _____. REQUEST NO SONAR TRANSMISSIONS WITHIN
1000 YDS OF PIER _____ DURING SUBJECT OPERATIONS.

2. SPECIFIC REASON FOR REQUEST:
3. REQUEST SOPA SUBAREA EAST READDRESS TO ALL SHIPS.//
4. ACTIVITIES CONDUCTING DIVING OPERATIONS THAT REQUIRE DIVERS TO CROSS NAVIGABLE CHANNELS MUST SPECIFY AREA AND TIMES DIVING OPERATIONS WILL BE CONDUCTED IN THE NAVIGABLE CHANNEL IN THEIR DIVE NOTIFICATION MESSAGE.
5. REQUEST COMPACAREA COGARD ALAMEDA CA//OAN// BROADCAST NOTICE TO MARINERS OF DATES AND TIMES OF SUBJECT DIVE OPERATIONS. **(ADD ONLY IF DIVING IN NAVIGABLE WATERS)**

BT

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RESERVED PARKING
MESSAGE FORMAT

FM:

TO: NAVSTA SAN DIEGO CA//N468P//

INFO: SOPA SUBAREA EAST ADMIN SAN DIEGO CA//N8/N81//

BT

UNCLAS //N03120//]

MSGID/GENADMIN/COMMAND NAME//

SUBJ/RESERVED PARKING//

POC/NAME/RANK/-/-/PRIPHN: /SECPHN: //

1. REQUEST RESERVED PARKING FOR (CHANGE OF COMMAND) (HOMECOMING)
(DEPENDENTS CRUISE) SCHEDULED_____ (TIME & DATE) AT PIER_____. //

BT

ASSUMPTION OF PIER SOPA
MESSAGE FORMAT

FM:

TO: SOPA SUBAREA EAST ADMIN SAN DIEGO CA//N8/N81//

INFO: NAVSTA SAN DIEGO CA//NOO/N371A//
ISIC
(SHIPS LOCATED AT PIER)

BT

UNCLAS //09510//
MSGID/GENADMIN/COMMAND NAME//
SUBJ/ ASSUMPTION OF PIER SOPA FOR PIER
REF/A/DOC/SOPASDIEGO/30OCT95//
REF/B/DOC/SOPASUBAREAEAST//15OCT99//
REF/C/DOC/SOPASUBAREAEAST/01MAY95//
REF/D/DOC/NAVSTASDIEGO/17AUG93//

NARR/ REF A IS SOPASDIEGOINST 5000.1F. REF B IS SOPA
SUBAREAEASTINST 5530.1E. REF C IS SOPASUBAREAEASTINST 5530.3C.
REF D IS NAVSTASDIEGOINST 5450.8M//

RMKS/1. PER REFS A THRU D, (SQUADRON/SHIPS NAME) ASSUMES PIER
SOPA FOR PIER_____EFFECTIVE (TIME, DATE). THE FOLLOWING
INSTRUCTIONS ARE PROVIDED FOR THOSE SHIPS BERTHED AT PIER_____.

A. ENSURE CDO OF (SQUADRON/SHIPS NAME) IS NOTIFIED IMMEDIATELY OF
SIGNIFICANT EVENTS SO THAT APPROPRIATE SUPPORT CAN BE PROVIDED.

B. ENSURE PROPER MEASURES OF SECURITY ARE TAKEN AT VARIOUS LEVEL OF
THREATCONS IAW REF B.

C. PIER WATCHES

(1) PIER SENTRIES (E-4 AND ABOVE) WILL COMPLETE JQR IAW REF B.

(2) PIER WATCHSTANDERS WILL BE IN CLEAN DUNGAREES WITH WHITE HATS.

(3) EACH PIER WATCHSTANDER SHALL BE EQUIPPED WITH A CLEAN WHITE DUTY
BELT, BATON AND WHISTLE PROVIDED BY THE PARENT COMMAND.

(4) PIER SENTRIES SHALL ENSURE VEHICULAR AND PEDESTRIAN TRAFFIC
REGULATIONS ARE ENFORCED IAW REF B.

D. HANDLING OF TRASH AND HAZARDOUS WASTE REQUIRES SPECIAL ATTENTION BY INDIVIDUAL COMMANDS TO ENSURE THAT CURRENT STANDARDS ARE ADHERED TO IAW REFS C AND D AND AS HIGHLIGHTED BELOW:

(1) EACH SHIP AT THE PIER WILL BE ASSIGNED A (GREEN) DRY TRASH DUMPSTER BY PIER SOPA.

(2) EACH SHIP SHALL PROVIDE ONE SET OF LOCKS FOR EACH DRY TRASH DUMPSTER ASSIGNED. THE KEYS SHALL BE CLEARLY MARKED TO INDICATE THE COMMAND THAT PROVIDED THE KEYS.

(3) THE SHIPS ENVIRONMENTAL PETTY OFFICER SHALL MAINTAIN THE KEYS.

(4) ALL FOOD CONTAMINATED WASTE SHALL BE SEPARATED FROM DRY TRASH AND PLACED IN THE WET GARBAGE DUMPSTER (SILVER). THIS INCLUDES CONTAMINATED PASTRY BOXES AND SIMILAR CONTAMINATED CARDBOARD.

(5) SHIP'S WILL SEPARATE RECYCLABLE MATERIALS AND PLACE THEM IN THE CORRECT RECYCLING CONTAINERS AS DELINATED IN REF C.

E. PIER SWEEPERS WILL BE CONDUCTED AT 0630 AND 1630 MONDAY-SATURDAY, 0730 AND 1600 SUNDAY AND HOLIDAYS. EACH SHIP PRESENT WILL PROVIDE THREE PERSONNEL, EQUIPPED WITH BROOM, DUSTPAN AND PLASTIC BAG. THEY WILL MUSTER WITH (SHIPS NAME) POIC AT (SHIPS NAME) BROW 5 MINUTES PRIOR TO SCHEDULED SWEEPERS. AREA TO BE SWEPT WILL BE IAW REF D.

F. PIER AND PARKING LOT FIELD DAY WILL BE CONDUCTED AT 1300 SATURDAYS. EACH SHIP PRESENT WILL PROVIDE THREE PIER SWEEPERS TO MUSTER WITH (SHIPS NAME) POIC.

G. THE PIER SECURITY WATCHBILL WILL BE AS FOLLOWS:

H. (SHIPS NAME) NOTED THE FOLLOWING DISCREPANCIES UPON ASSUMPTION OF PIER SOPA:

(1)

(2)

ETC... //

BT

NOTE: THIS MESSAGE IS REQUIRED TO BE SENT WITHIN 24 HOURS OF ASSUMING PIER SOPA DUTIES.

PIERSIDE FLIGHT OPS
MESSAGE FORMAT

FM:

TO: SOPA SUBAREA EAST ADMIN SAN DIEGO CA//N8/N81//

INFO: SOPA ADMIN SAN DIEGO CA//N3//
NAVSTA SAN DIEGO CA//010S5/3/9/94/95//

BT

UNCLAS //N03120//

MSGID/GENADMIN/-//

SUBJ/INTENT FOR PIERSIDE FLIGHT OPS//

REF/A/DOC/SOPASUBAREA EAST/05JAN97//

AMPN/REF A IS CHANGE ONE TO SOPASUBAREAEASTINT 3120.3B//

POV/NAME/RANK/UNIT/-/TEL:NUMBER//

RMKS/1. PER REF A, USS _____ INTENDS TO CONDUCT FLIGHT OPS AT
PIER _____ DATE/TIME/ (INCLUDE BRIEF EXPLANATION OF FLIGHT OPS.) SAFETY,
WATERFRONT OPS, AND THE FEDERAL FIRE DEPARTMENT.//

BT

